

**INSTRUCTIONS:** Pages 1 and 2 of this application should be completed using this electronic document. The narrative should be created using a separate document. Mail or deliver the original and three copies of the complete application, including the signed assurances, narrative, and attachments to: Office of School Improvement, Michigan Department of Education, PO Box 30008, Lansing, MI 48909. Also, email the completed pages 1 and 2 of this application as an attachment to [VrettasA@michigan.gov](mailto:VrettasA@michigan.gov).

**CHECK THE APPROPRIATE BOX:**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> For Profit Company   | <input type="checkbox"/> Local School District        | <input type="checkbox"/> Community-Based Organization |
| <input type="checkbox"/> Non-Profit Organization         | <input type="checkbox"/> Public School Academy        | <input type="checkbox"/> Private School               |
| <input type="checkbox"/> Institution of Higher Education | <input type="checkbox"/> Intermediate School District | <input type="checkbox"/> Faith-Based Organization     |

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**Section 1: Provider Identification**

**Name of Entity** The Princeton Review, Inc.

**Name of Director:** Heather Smith

**Address:** 1220 South University - Suite 102 **City:** Ann Arbor **State:** MI **Zip:** 48104

**Phone:** (734) 663-2163 **Fax:** (734) 663-4049 **Email:** HeatherS@review.com

**Proposed Location of Services** (if different from above):

The Princeton Review will conduct courses in school classroom space whenever possible.

If different from Director:

**Name of Contact Person:** Kerrie Meyerer

**Address** 160 Varick Street, 12<sup>th</sup> Floor **City** New York **State** NY **Zip** 10013

**Phone** 212-874-8282 **Fax** 646-230-9485 **Email** KerrieM@review.com

**Section 2: Provider Geographic Service Area Information**

**1. Our organization can provide services to:**

All local school districts/PSAs in Michigan: Yes ☒ No ☐

The Princeton Review will evaluate its proposed service area through discussions with Michigan school districts. The Princeton Review reserves the right to require a minimum number of student participants per school to be determined based on specific school locations to be served.

To only the following areas: (Please list the counties or local school districts/PSAs you are willing to serve)

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**2. Proposed Location of Services** – Provide addresses for the locations where you plan to deliver SES services to students:

The Princeton Review will conduct courses in school classroom space whenever possible.

**3. Transportation** – Provide information about accessibility to public transportation from your site:

The Princeton Review will make every effort to provide services in classroom space, but in the event that classroom space is not available there will be no transportation provided.

**4. Indicate if you are willing to provide services to eligible students at the school site:**

Yes ☒ No ☐

**Section 3: Provider Academic/Instructional Program Information**

**1. Subject Areas Covered** – List all subject areas you address in working with students:

Math and English Language Arts (including Reading)

**2. Grade Level Able to Serve** – Indicate the grade levels you are able to serve: Grades 3-12

**3. Time of Services** – Indicate when you deliver services to students:

☒ Before School    ☒ After School    ☒ Weekends    ☒ Summer    ☐ Other \_\_\_\_\_

**4. Mode of Instructional Delivery** – Describe the methods by which your program delivers instruction to students:

☐ Individual Tutoring    ☒ Small Group Instruction    ☐ Large Group Instruction  
☐ Online Web-Based    ☐ Other \_\_\_\_\_

**5. Schedule of Services** – Indicate the length of each tutoring session and number of sessions per week:

Length of Session: typically 2 hours    Number of Sessions per Week: typically twice a week

**6. Staffing** – Indicate the type(s) of staff that provide instruction to students:

☐ Certified Teachers    ☐ Paraprofessionals    ☐ Volunteers    ☒ Other: Internal Training

**7. Special Populations Served** – Indicate special populations you are able to serve:

☐ Special Education    ☐ Limited English Proficient

☒ Other: The Princeton Review does not service LEP students or students with disabilities at this time.

**Section 4: Provider Fees**

**Cost/Fee Structure** – Check and complete the cost/fee structure you use:

☒ \$40 per hour per student

☐ \$ \_\_\_\_\_ (flat fee) for \_\_\_\_\_ (unit of time, e.g., month, semester, year) per student